Alberta Advanced Education International Education Program

Policy, Guidelines and Procedures

Alberta

ADVANCED EDUCATION

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ALBERTA ADVANCED EDUCATION
INTERNATIONAL EDUCATION PROGRAM

Policy

Introduction

International education makes an effective contribution to the achievement of Alberta's economic growth and diversification goals. Alberta post-secondary institutions have a wealth of experience and expertise which can be brought to bear on Alberta's international development objectives as well as for more commercial purposes. Support from Alberta's post-secondary sector contributes to the competitiveness of Alberta private sector bids for international projects. Promotion of our educational services to other countries enhances Alberta's visibility abroad and increases opportunities for the involvement of our institutions in international initiatives.

The international education activities of post-secondary institutions directly contribute to their capability to serve Albertans better. These activities serve to prepare Albertans to be part of the Province's increasing involvement in the international economic arena. Educational linkages contribute to international goodwill and understanding and to improved international relations. These are important factors in developing Alberta's economic ties throughout the global marketplace and increasing the potential for successful commercial initiatives beneficial to Alberta's private sector.

The Government of Alberta is committed to continuing the development of the Province's relationships with the international community. This commitment recognizes the importance of global interdependence for economic development. Alberta's emphasis on expanding international trade and investment is a major objective in our strategy for achieving further growth and diversification of the Province's economy.

The following statement outlines the role for Alberta Advanced Education and the post-secondary system in contributing to the fulfillment of this Provincial objective.

POLICY

Alberta Advanced Education encourages the public post-secondary institutions to engage in international education and training activities to complement the government's goals to establish academic and cultural linkages with other nations as well as to support international trade, development, and investment strategies.

Alberta Advanced Education recognizes that the success of the International Education Program is dependent on cooperation among institutions and government departments. Alberta Advanced Education will facilitate this cooperation by working closely with existing bodies such as the Universities Co-ordinating Council (UCC) Committee on International Development and the Alberta Colleges and Technical Institutes International Committee (ACTIIC), and by communicating regularly with other provincial departments particularly, Alberta's Agents Generals posted abroad.

This policy applies to post-secondary international education activities including the administration of Minister of Advanced Education and Government of Alberta international scholarships. Additional information concerning the following guidelines and procedures can be obtained by contacting International Education Programs, Special Programs Branch, Alberta Advanced Education (403-427-0313; FAX 403-427-4185).

General

1. Alberta Advanced Education expects that the international education roles of public post-secondary institutions should be logical extensions of their roles in meeting the credit program needs of Alberta students.

2. On a regular basis, post-secondary institutions should advise Alberta Advanced Education of the nature, purpose, fiscal arrangements and timelines of all international education and training activities with which they are involved.

3. Alberta Advanced Education will consider institutional requests, particularly those of an interinstitutional nature, as well as individual requests for financial support through its International Education Program.

4. Alberta Advanced Education may provide financial support for international education and development activities on a cost-shared basis. Support would assist institutions and individuals in defraying related costs as identified subsequently in this document.

5. In keeping with the principle of cost-sharing, up to $3,000 per person may be provided for travel grants for out-going visits and up to $1,250 per month per person for subsistence for in-coming visits.

6. The operation of these programs will be assessed on a regular basis and, as may be necessary, adjustments to the guidelines and procedures will be implemented.

Promotion of Alberta's Sister Province Relationships

1. Alberta Advanced Education supports the formation of academic relationships between post-secondary institutions in Alberta and similar institutions abroad in accordance with Alberta's policy of establishing selected sister province relationships. Alberta Advanced Education will provide assistance to Alberta post-secondary institutions to assist in establishing inter-institutional academic linkages.

2. An important component of Alberta's relationship with our sister provinces has been and will continue to be an exchange program involving students and faculty of Alberta post-secondary institutions. Alberta Advanced Education may provide assistance to Alberta post-secondary institutions to defray costs associated with:

    a. out-going student exchanges
    b. in-coming student exchanges
    c. out-going faculty exchanges
    d. in-coming faculty exchanges

Assistance for out-going exchanges will be in the form of a travel grant. Assistance for in-coming exchanges will be in the form of a subsistence grant. An important factor in determining the level of Alberta Advanced Education's assistance will be evidence of reciprocal support being available from our sister provinces.

3. Alberta will continue to provide a number of international scholarships for sister province students to study in our universities, public colleges and institutes of technology. The Government of Alberta Graduate scholarships are tenable at the University of Alberta and The University of Calgary for a period of two years with a possibility of extension. The Minister of Advanced Education Scholarships are tenable at the University of Alberta, The University of Calgary and, within the non-university sector for a period of two years, with a possibility of extension. In accordance with government policy, Alberta Advanced Education will coordinate the awarding of these scholarships in close consultation with the institutions, the Students Finance Board and sister province authorities.

4. Alberta Advanced Education will consider providing assistance to institutions or individuals participating in special projects designed to contribute to enhancing Alberta's relationship with our sister provinces.

Marketing of Educational Services

1. Alberta Advanced Education may provide assistance to post-secondary institutions to market their educational services to foreign interests and to Canadian and foreign funding agencies, (such as CIDA, the World Bank, the Inter-American Development Bank etc.). Such assistance will normally be in the form of travel grants and subsistence grants.

2. Support may be provided to assist institutions in participating in trade missions abroad, organized and/or sanctioned by the Government of Alberta and the Government of Canada. Consideration will also be given to assisting institutions to participate in marketing activities organized by professional organizations, associations, the private sector and the institutions provided that these activities can be demonstrated to support provincial economic diversification objectives and, consistent with institutional mandates, to contribute to institutional growth and development.

3. To be eligible for support, marketing initiatives must contribute to or have the potential to contribute to provincial international trade and investment objectives and to institutional growth and development. Initiatives undertaken for international development and/or commercial purposes are eligible.

4. Institutions will be required to contribute financially to each marketing initiative to be under taken.

5. Assistance may also be provided for the development of promotional print and/or audio-visual material designed to showcase the education, training and service capabilities of the Alberta post-secondary system. The development of such materials on an individual institution basis will not be eligible for support.

Procedures

The following procedures for the review and approval by Alberta Advanced Education of international education proposals relating to the sister provinces and to the marketing of educational services shall apply:

1. Proposals to be submitted for consideration must be sanctioned by the institutional head (President or delegate).

2. Universities will submit proposals to the Universities Co-ordinating Council Committee (UCC) on International Development. The other institutions will submit proposals to the Alberta Colleges and Technical Institutes International Committee (ACTIIC). Proposals should be submitted through the senior official identified by each institution as responsible for international education.

3. The UCC Committee on International Development and ACTIIC will develop respective priority lists of proposals and submit these to the Senior Consultant, International Education Programs, Special Programs Branch, Alberta Advanced Education.

4. Alberta Advanced Education will accept proposals in two cycles each fiscal year. May 31 is the deadline for the first cycle and December 15 is the deadline for the second cycle.

5. Proposals and priority lists will be reviewed by an advisory committee of representatives of provincial government departments, UCC and ACTIIC, which will present its recommendations to Alberta Advanced Education.

6. Alberta Advanced Education will make the final decision on proposals and advise the UCC, ACTIIC and the institutions of the outcome.

7. Alberta Advanced Education will make grants, on the basis of the funding approved, to the UCC, on behalf of universities, and directly to other institutions.

8. All projects must be approved by Alberta Advanced Education prior to commencement.

9. Upon approval, Alberta Advanced Education may advance up to 50 per cent of the total grant. The final 50 per cent of the grant may be released if necessary upon receipt of a final expenditure statement, which should be submitted to Alberta Advanced Education by April 30th of each fiscal year.

10. Institutions are responsible for submitting reports on activities approved within two months of the end of the activity. Alberta Advanced Education will provide reporting guidelines to the institutions.

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